CITY OF BALTIMORE



CONTRACTORS PREQUALIFICATION APPLICATION



Con	Company Name:	
	Business Address:	
Tele	elephone:	
Арр	Application Contact:	
Con	Contact Email:	
	New Application	
	Renewal	
	Evnired Renewal	

CONTRACTORS PREQUALIFICATION

Office of Boards & Commissions 4 South Frederick Street, 4th Floor Baltimore, Maryland 21202

Dear Contractor:

Thank you for your interest in seeking Prequalification with the City of Baltimore. Prequalification serves the City and the citizens by insuring that our agencies receive the best possible performance for its contract dollars. Prequalification serves you, the contractor, by establishing your company as a potential bidder or subcontractor and your proven competence to perform in the areas in which the contracting agencies are seeking.

In order to allow an adequate time, please allow <u>at least 40 days</u> for your application or renewal to be processed. Once approved by the City's Board of Estimates, you will receive a Prequalification Certificate via standard mail. Prequalification must be renewed annually to retain prequalification status.

Before submitting this application, please make sure you have:

(Use as a	checklist)
	Submitted a new or have secured an approved Affirmative Action Plan. Approval is granted by the Office of Boards and Commissions.
	Provided contact names and phone numbers for your projects, noting the related OBC categories.
	Submitted a complete Financial Statement. A year end 'Audited' or 'Reviewed' financial statement must be completed by an independent Certified Public Accountant and include a Balance Sheet, Income Statement, Accountant's Report, related notes and any other financial data prepared by the Accountant. Financial statements in any other form will be considered "Compiled" with prequalification ratings governed accordingly.
	Responded in detail to all questions on the Experience Statement.
	Included a current list of equipment owned by your company. (If equipment is leased, a sign letter stating this must be submitted.)
	Included the completed and notarized affidavits.
	Included the Category List (downloaded from the OBC website) with the selected the areas of work requested clearly marked.
	A 'Good Standing' rating with the Maryland Department of Assessments and Taxation.

Firms interested in being considered for Minority and/or Woman-owned business <u>certification</u> with the City of Baltimore should contact the Minority and Women's Business Opportunity Office at (410) 396.4355.

Please do not hesitate to call our office at (410) 396.6883 if you have questions concerning your application or the prequalification process. We look forward to a mutually successful working relationship.

Thank you,

Office of Boards and Commission

EXPERIENCE STATEMENT

	years has your com ame?	pany been in business as a	a contractor und	er your present		
- ·	years of experience b-Contractor?	does your company have	(a) as a Prime C	Contractor?		
(a) Failed to (b) Defaulto (c) Been te	rminated for default?	arded? overnmental contract?				
If you answ separate at		e above, please provide an	explanation incl	luding where, and why in a		
organizatio	n that failed to com		lf yes, plea	or partner of some other ase provide an explanation a separate attachment.		
name? Owner of th	i. Has any officer or partner of your organization ever failed to complete a contract handled in his own name?If yes, please provide an explanation including the name of the individual, the Owner of the contract, and why in a separate attachment.					
b. III what othe	er lines of business a	are your company financial	y interested?			
	construction related	d experience of the principa	al individuals of y	our organization?		
Indiv	vidual's Name	Present Position, Capacity or Office	Years of Experience	Areas of Expertise		

PROJECT INFORMATION

LIST PROJECTS COMPLETED BY YOUR FIRM IN THE PAST 3 YEARS AND/OR ARE PRESENTLY UNDER CONSTRUCTION. CONTRACTS SHOULD BE REPRSENTATIVE OF OBC CATEGORIES REQUESTED. A PREPARED PROJECT LIST WITH CORRESPONDING CATEGORIES MAY BE SUBSTITUDED.

NAME OF PROJECT:	
ADDRESS:	
PROJECT OWNER NAME & TELEPHONE:	
PRIME CONTRACTOR NAME & TELEPHONE:	
SPECFIC TYPE OF WORK PERFORMED:	
CONTRACT AMOUNT:	
DATE COMPLETED:	
RELATED OBC CATEGORIES:	
NAME OF PROJECT:	
ADDRESS:	
OWNER NAME & TELEPHONE:	
PRIME CONTRACTOR NAME & TELEPHONE:	
SPECFIC TYPE OF WORK PERFORMED:	
CONTRACT AMOUNT:	
DATE COMPLETED:	
RELATED OBC CATEGORIES:	

NAME OF PROJECT:	
ADDRESS:	
PROJECT OWNER NAME & TELEPHONE:	
PRIME CONTRACTOR NAME & TELEPHONE:	
SPECFIC TYPE OF WORK PERFORMED:	
CONTRACT AMOUNT:	
DATE COMPLETED:	
RELATED OBC CATEGORIES:	
NAME OF PROJECT:	
ADDRESS:	
PROJECT OWNER NAME & TELEPHONE:	
PRIME CONTRACTOR NAME & TELEPHONE:	
SPECFIC TYPE OF WORK PERFORMED:	
CONTRACT AMOUNT:	
DATE COMPLETED:	
RELATED OBC CATEGORIES:	

MUST BE EXECUTED BY ALL APPLICANTS

Part I

AFFIDAVIT FOR QUALIFICATION

I,			the undersigned, first
being duly sworn and under oath, s	say and affirm this	day of	
	-	· -	(Month)
that I hold the o	ffice of(Office H	of	(Name of Business Entity)
(Year)	(Office H	leld)	(Name of Business Entity)
corporation of the State of Marylan repair or demolition of physical facil the above business nor any of its off obtaining its contracts with the State has ever been convicted of, had contendere to any charge of briber malfeasance prohibited under either of any other State or the federal gov	ities of the City, and that ficers, directors, partners, of Maryland, the City, of probation before judgmy, attempted bribery, or Article 27 of the Annota	oid on contracts for the best of my, nor any employed or any county or contract, or conspiracy to brite	for construction, maintenance with knowledge and belief neither see or other person involved in other subdivision of the State has pleaded guilty or nolo be, extortion, fraud or similar
I further affirm that to the bes			
with all applicable federal, state and acquisition and performance. If affirmation cannot be given, plead probation before judgment with the content of the	d local laws, executive o ase indicate the reason date, court, official or adn	and list any com	nviction, plea, or imposition of the sentence or disposition, the
name(s) of the person(s) involved, a	nd their current position a	and responsibilitie	s with the business.
	(Signature)		(SEAL)
CORPORATE \	Affiant		
\ SEAL /			
	Name of Business		
	Name of business	Ellity	
Subscribed and sworn to before me,	a Notary Public, the yea	r and date first ab	ove.
	Notary Pub	olic	
My Commission Expires:			

AFFIDAVIT FOR BUSINESS ENTITY

STATE OF	((CITY) (COUNTY) OF	
ENTITY FORM: So	ole Proprietorship Corporati	on Non Profit	
🗆 ц	.P LLC Other:		
		being duly sworn, dep	•
that I'm	of th	(Name of Business Er	
corporation showing its a accompanying financial statement of the financ knowledge, information is being submitted for th submitter a contract; an	financial conditions; that to the best statement, taken from the bost ial condition of the said entity a and belief the answers to the for express purpose of inducing the difference of that any depository, vendor, ago	(Name of Business Erron; that I'm familiar with the books of est of their knowledge, information aroks of the said entity, is true and s of the date thereof; that to the be regoing interrogatories are true; that e party to whom it is submitted to aw gency or other party herein named is ressary to verify these statements.	ntile said and belief the accurate est of my this application ard the
	(Officer m	ust sign here)	(SEAL
Sworn to before me this			
day of	Year		RPORATE SEAL
	Not	ary Public	
Date incorporated			
In what State			
Capital paid in cash \$			
Names of Officers or	Partners	% of stock owned	
(Title)	(Name)		

CITY OF BALTIMORE

STEPHANIE RAWLINGS-BLAKE, MAYOR



CONTRACTORS QUALIFICATION

3RD PARTY PREPARED FINANCIAL STATEMENTS MAY BE SUBMITTED IN LIEU OF THIS FORM

COMPILED FINANCIAL STATEMENT = MAXIMUM \$1.5 MILLION RATING REVIEWED FINANCIAL STATEMENT = MAXIMUM \$8.0 MILLION RATING AUDITED FINANCIAL STATEMENT = NO LIMIT TO RATING

CONTRACTOR'S COMPILED FINANCIAL STATEMENT

Submitted by	·	
Address		
		_
		-
Telephone	Date	

CONTRACTORS QUALIFICATION

Office of Boards & Commissions 4 South Frederick Street, 4th Floor Baltimore, Maryland 21202

NAME OF FIRM	
BALANCE SHEET AS OF	YEAR
ASSETS	
CURRENT ASSETS A. Cash	For City Use Only
B. Short-Term Securities	
C. Notes Receivable (Due Within One Year): 1. Affiliated Companies	
D. Accounts Receivable: 1. Affiliated Companies 2. Trade and Other	
E. Inventories	
F. Costs and Estimated Earnings in Excess of Billings on Uncompleted Contracts	
G. Prepaid Expenses	
H. Other Short-Term Assets(Attach Schedule)	
TOTAL CURRENT ASSETS	
I. Investments: 1. Stocks and Bonds of Affiliated Companies 2. Other Bonds and Stocks 3. Joint Ventures 4. Cash Surrender Value of Life Insurance 5. Other	
J. Property Plant and Equipment (Less Accumulated Depreciation): 1. Land 2. Building (Attach. Schedule of Current Year Depreciation Expense) 3. Machinery and Equipment (Attach. Schedule of Current Year Depreciation Expense)	
K. Other Assets: (Attach. Schedule of Cost and Current Year Depreciation Expense if Applicable)	
TOTAL ASSETS	

CURRENT LIABILITIES L. Notes Payable (Due Within One Year):	For City Use Only
1. Affiliated Companies	
M. Accounts Payable 1. Affiliated Companies 2. Trade and Other	
N. Income Taxes Payable (Due Within One Year): 1. Current Income Tax Liability	
O. Other Taxes Payable Within One Year	
P. Accrued Liabilities	
Q. Billing in Excess of Cost and Estimated Earnings on Uncompleted Contracts	
R. Portion of Long-Term Debt Payable After One Year (Mortgage, etc.)	
TOTAL CURRENT LIABILITIES	
LONG-TERM LIABILITIES T. Investments: 1. Deferred Income Tax Liability	
V. Other Liability	
V. Property Plant and Equipment (Less Accumulated Depreciation): 1. Land	
TOTAL LIABILITIES	
EQUITY W. Capital Stocks X. Partner's Capital V. Owner Equity V. Retained Earnings	
TOTAL EQUITY	
TOTAL LIABILTIES AND EQUITY	

NAME OF FIRM				
STATEMENT OF INCOME AND RETAINED EARNINGS FOR THEENDEDYEAR				
CONTRACT INCOME	\$			
COSTS AND EXPENSES: COST OF CONSTRUCTION INDIRECT COSTS ADMINISTRATIVE EXPENSE OPERATING EXPENSE (Excluding Depreciation) DEPRECIATION INTEREST EXPENSE OTHER (Attach Supporting Schedules) TOTAL COSTS AND EXPENSES				
INCOME (LOSS) BEFORE TAXES				
PROVISION FOR INCOME TAXES				
NET INCOME (LOSS)				
RETAINED EARNINGS-BEGINNING OF PERIOD				
RETAINED EARNINGS-END OF PERIOD	\$			
DO NOT WRITE BELOW THIS LINE				
TOTAL CURRENT ASSETS				
ADJUSTED WORKING CAPITAL				
BASE WORK CAPACITY RATING				

DETAILS RELATIVE TO ASSETS SCHEDULE A-CASH

BALANCE SHEET ITEM REFERENCE	NAME OF DEPOSITORY & ACCOUNT NUMBER	ACCOUNT IN NAME OF & TYPE OF ACCOUNT AMOUNT	BALANCE SHEET AMOUNT

SCHEDULE B-SHORT TERM SECURITIES

BALANCE SHEET ITEM REFERENCE	DESCRIPTION	COST	MARKET VALUE	BALANCE SHEET AMOUNT

SCHEDULE C-NOTES RECEIVABLE (DUE WITHIN ONE YEAR)

BALANCE SHEET ITEM REFERENCE	DUE FROM (NAME AND ADDRESS)	FOR WHAT	DATE OF MATURITY	HOW SECURED	BALANCE SHEET AMOUNT

SCHEDULE D-ACCOUNTS RECEIVABLE USE ADDITIONAL SHEETS IF NECESSARY

BALANCE SHEET ITEM REFERENCE	DUE FROM (NAME AND ADDRESS)	FOR WHAT	WHEN DUE	BALANCE SHEET AMOUNT

(List separately each item amounting to 10% or more of the total and combine the remainder)

DETAILS RELATIVE TO ASSETS SCHEDULE E-INVENTORY RAW MATERIALS

BALANCE SHEET ITEM REFERENCE	DECRIPTION AND QUANTITY	COST	BALANCE SHEET AMOUNT

SCHEDULE F-PREPAID EXPENSES

BALANCE SHEET ITEM REFERENCE	DECRIPTION	PERIOD	BALANCE SHEET AMOUNT

SCHEDULE G-OTHER SHORT-TERM ASSETS

BALANCE SHEET ITEM REFERENCE	DECRIPTION	BALANCE SHEET AMOUNT

SCHEDULE H-INVESTMENTS

BALANCE SHEET ITEM REFERENCE	DESCRIPTION	COST	MARKET VALUE	BALANCE SHEET AMOUNT

DETAILS RELATIVE TO ASSETS SCHEDULE I-OTHER ASSETS

BALANCE SHEET ITEM REFERENCE	DECRIPTION	BALANCE SHEET AMOUNT

Attached Itemized Schedule, include cost and current year depreciation expense if applicable

DETAILS RELATIVE TO LIABILITIES SCHEDULE J-NOTES PAYABLE

BALANCE SHEET ITEM REFERENCE	PAYABLE TO	HOW SECURED	DATE PAYABLE	BALANCE SHEET AMOUNT

SCHEDULE K-ACCOUNTS PAYABLE

BALANCE SHEET ITEM REFERENCE	PAYABLE TO	FOR WHAT	DATE PAYABLE	BALANCE SHEET AMOUNT

SCHEDULE L-INCOME TAXES

BALANCE SHEET ITEM REFERENCE	PAYABLE TO	PERIOD	DATE PAYABLE	BALANCE SHEET AMOUNT

DETAILS RELATIVE TO LIABILITIES SCHEDULE M-OTHER TAXES PAYABLE WITHIN ONE YEAR

BALANCE SHEET ITEM REFERENCE	PAYABLE TO	PERIOD	DATE PAYABLE	BALANCE SHEET AMOUNT

SCHEDULE N-ACCRUED LIABILITIES

BALANCE SHEET ITEM REFERENCE	DESCRIPTION	PERIOD	BALANCE SHEET AMOUNT

SCHEDULE O-BILLING IN EXCESS OF COST AND ESTIMATED EARNINGS ON UNCOMPLETED CONTRACTS

BALANCE SHEET ITEM REFERENCE	DESCRIPTION	BALANCE SHEET AMOUNT

SCHEDULE P-PORTION OF LONG-TERM DEBT PAYABLE WITHIN ONE YEAR

BALANCE SHEET ITEM REFERENCE	DESCRIPTION	HOW SECURED	BALANCE SHEET AMOUNT

DETAILS RELATIVE TO LIABILITIES SCHEDULE Q-OTHER SHORT-TERM LIABILITIES

BALANCE SHEET ITEM REFERENCE	DESCRIPTION	BALANCE SHEET AMOUNT

SCHEDULE R-DEFERRED INCOME TAX LIABILITY

BALANCE SHEET ITEM REFERENCE	DEFERRED TO	PERIOD	DATE PAYABLE	BALANCE SHEET AMOUNT

SCHEDULE S-PORTION OF LONG-TERM DEBT PAYABLE AFTER ON YEAR

BALANCE SHEET ITEM REFERENCE	PAYABLE TO	MISC.	DATE PAYABLE	BALANCE SHEET AMOUNT

SCHEDULE T-OTHER LIABILITIES

BALANCE SHEET ITEM REFERENCE	DESCRIPTION	BALANCE SHEET AMOUNT

Applicant hereby applies to the City of Baltimore to perform the types of work checked below:

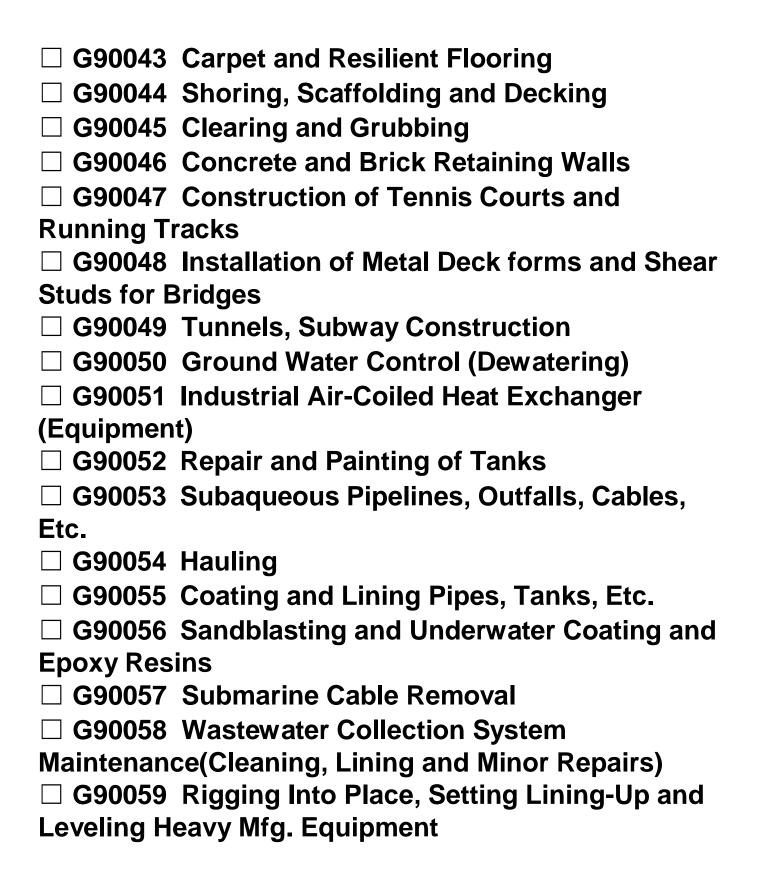
A. Paving	
□ A02210	Grading
□ A02601	Portland Cement Concrete
☐ Paving0	2602 Bituminous Concrete Paving
B. Utilities	
□ B02551	Water Mains
□ B02552	Sewer Construction
□ B02553	Duct Line Construction
□ B02554	Drainage Structures (Manholes, Inlets,
Etc.)	
C. Highway	y Bridges and Highway Grade Separation es
□ C 02300	Pile Driving
□ C02934	Bulkheads and Jetties
□ C 03300	Concrete Construction
□ C03420	Precast Concrete Construction
□ C05100	Structural Steel Erection
□ C 09900	Bridge Painting

D. Roadsid	le Improvements
□ D02240	Erosion Control
□ D02241	Gabion Construction
□ D02620	Curbs, Gutters, Sidewalks
□ D02710	Fencing and Guard Rail
□ D02800	Landscaping
E.Building	Construction (General)
□ E13001	Three-Story and Under
□ E13002	Over Three Story
□ E13003	Water and/or Sewer Treatment Plants and
Pumping S	Stations
□ E13004	Rehabilitation of Structures
□ E13005	Architectural Concrete Structures- Spec.
In Museum	s, Libraries and Hist. Structure
□ E13006	Renovation of Historical Structures-Spec.
In Museum	s, Libraries, Etc.
F. Building	Construction and Maintenance Specialties
□ F02110	Building and Structure Demolition
□ F02120	Interior Demolition
□ F02200	Earthwork and Site Preparation

	F03300	Concrete Construction
	F04200	Masonry
	F04500	Masonry Restoration, Cleaning,
Re	pointing	
	F05120	Structural Steel, Ironwork
	F06130	Heavy Timber Construction
	F07100	Waterproofing
	F07200	Insulation
	F07500	Roofing - Industrial
	F07501	Roofing - Residential
	F08100	Doors and Frames
	F08500	Windows
	F08800	Glazing
	F09100	Lath and Plaster
	F09510	Ceiling
	F09650	Flooring (Tile/Ceramic)
	F09900	Painting
	F15400	Plumbing
	F15600	Mechanical (H.V.A.C)
	F16000	Electrical
_	0414	
Ġ.	Otner :	Specialties
	G90001	Jacking, Tunneling, Boring

☐ G90002 Incinerator Construction	n, Refractory
Work, Etc.	
☐ G90003 Fire Protection Systems	5
☐ G90004 Concrete Median Barrie	ers
☐ G90005 Audio and/or Video Sys	tems
☐ G90006 Scarifying, Planing, Red	cycling and
Repairing Exist. Asphalt Pavement	S
☐ G90007 Cleaning and Cement M	lortar Lining of
Water Mains	
☐ G90008 Electronic Protection S	ystems
☐ G90009 Foundations, Underpini	ning, Drilled-In \square
Caissons	
☐ G90010 Stream Restoration	
☐ G90011 Installation for Cable Co	ommunication
Systems	
☐ G90012 Installation of Elevators	
☐ G90013 Dredging	
☐ G90014 Food Service Equipmer	nt and Machines
☐ G90015 Casework and Cabinet	Work
☐ G90016 Railroad Track Constru	ction
☐ G90017 Brick Pavers, Architect	ural Paving
☐ G90018 Gunite Construction	_
☐ G90019 Drilling and Blasting	
☐ G90020 Water and Wastewater \$	Scada and Pcs
Systems Integrator	
J	

	G90021	Erection of Steel Storage Tanks
	G90022	Slurry Wall Construction
	G90023	Erection of Miscellaneous Metals
	G90024	Placing of Reinforcing Steel
	G90025	Street Lighting and Power Lines
	G90026	Highway and Bridge Deck Grooving and
Sa	w Cuttin	g
	G90027	Highway Signing and Lighting
	G90028	Sheet Metal Construction
	G90029	All Types of Pavement Markings
	G90030	Installation of Steel Roof Decks
	G90031	Installation of Prefabricated Siding and
W	alls	
	G90032	Pipe and Structural Welding
	G90033	Epoxy Patching and Injection
	G90034	Pile Jacketing
	G90035	Installation of Water Wells and Pumps
	G90036	Soil Boring
	G90037	Dam, Lock and Spillway Construction
	G90038	Underwater Repairs To Structures
	G90039	Concrete and Masonry Structural Repairs
	G90040	Pressure Grouting
	G90041	Installation of Playground Equipment
	G90042	Installation of Valves Pressure Tappings
an	d Line S	toppings



☐ G90060 Bridge Crane Monorail & Hoist Installs,
Conveyor Sys, Pneumatic Tube Sys.
☐ G90061 Tree Removal and Pruning
☐ G90062 Prefabricated and Modular Structures,
Mobile offices
☐ G90063 Installation of Grandstand, Bleachers,
Band Platforms, Portable Stages, Etc.
☐ G90064 Installation of Window Guards, Railings,
Wire Partitions, Folding Gates.
☐ G90065 Aluminum Siding and Awning
☐ G90066 Office, Toilet, Demountable and Folding
Partitions, Incl. Related Work Thereto.
☐ G90067 Chalk Boards, Tack Boards
☐ G90068 Lockers, Shelving
☐ G90069 Water Meter Vault Adjustment and
Cleaning
☐ G90070 Composition Wood Flooring, Seamless
Flooring
☐ G90071 Sound Barriers (Fanwalls)
☐ G90072 Automatic Temperature Control Systems
☐ G90073 Swimming Pool Construction and Repair
☐ G90074 Hardwood Flooring and Wood Floor
Refinishing
☐ G90075 Chemical Grouting, Compaction Grouting
☐ G90076 Earth/Rock Anchors

